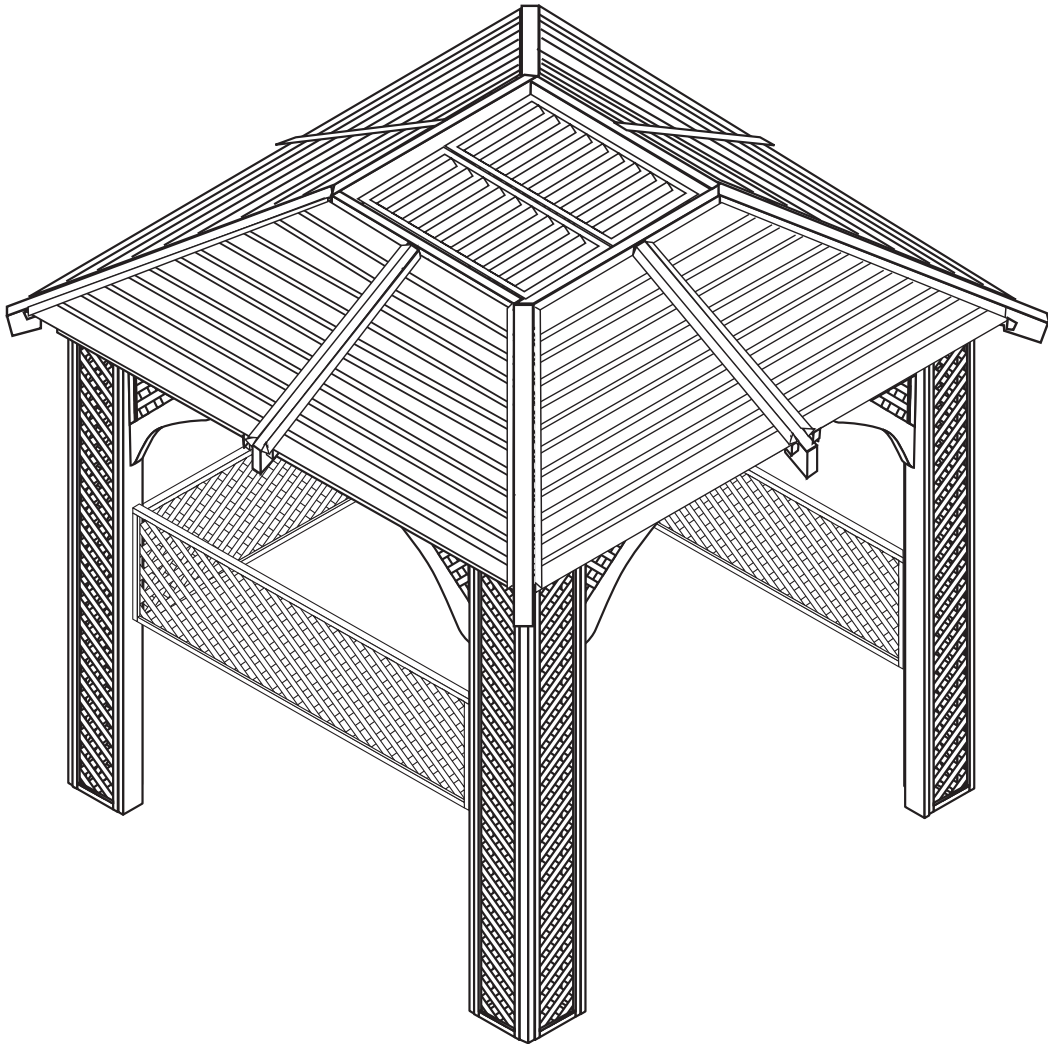


# Sundance® Spas

# Installation Instructions

## WillowWood

Fits models 7'7" x 7'7" and smaller.  
Accommodates the Cover Breeze cover lift.



# Installation Instructions

## WillowWood Gazebo

### How to Use This Manual

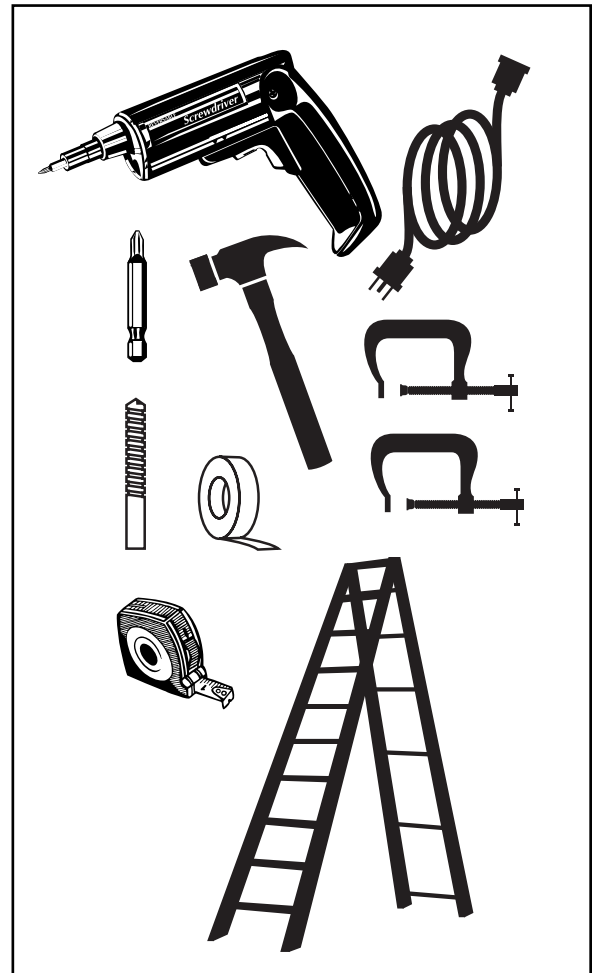
Thank you for purchasing a Sundance Spas Gazebo. This manual will provide easy to follow, step-by-step instructions for assembly and installation of your gazebo. Please complete the assembly steps in the order they are presented in this manual. Failure to do so will result in an unnecessarily difficult, unsafe or improper installation.

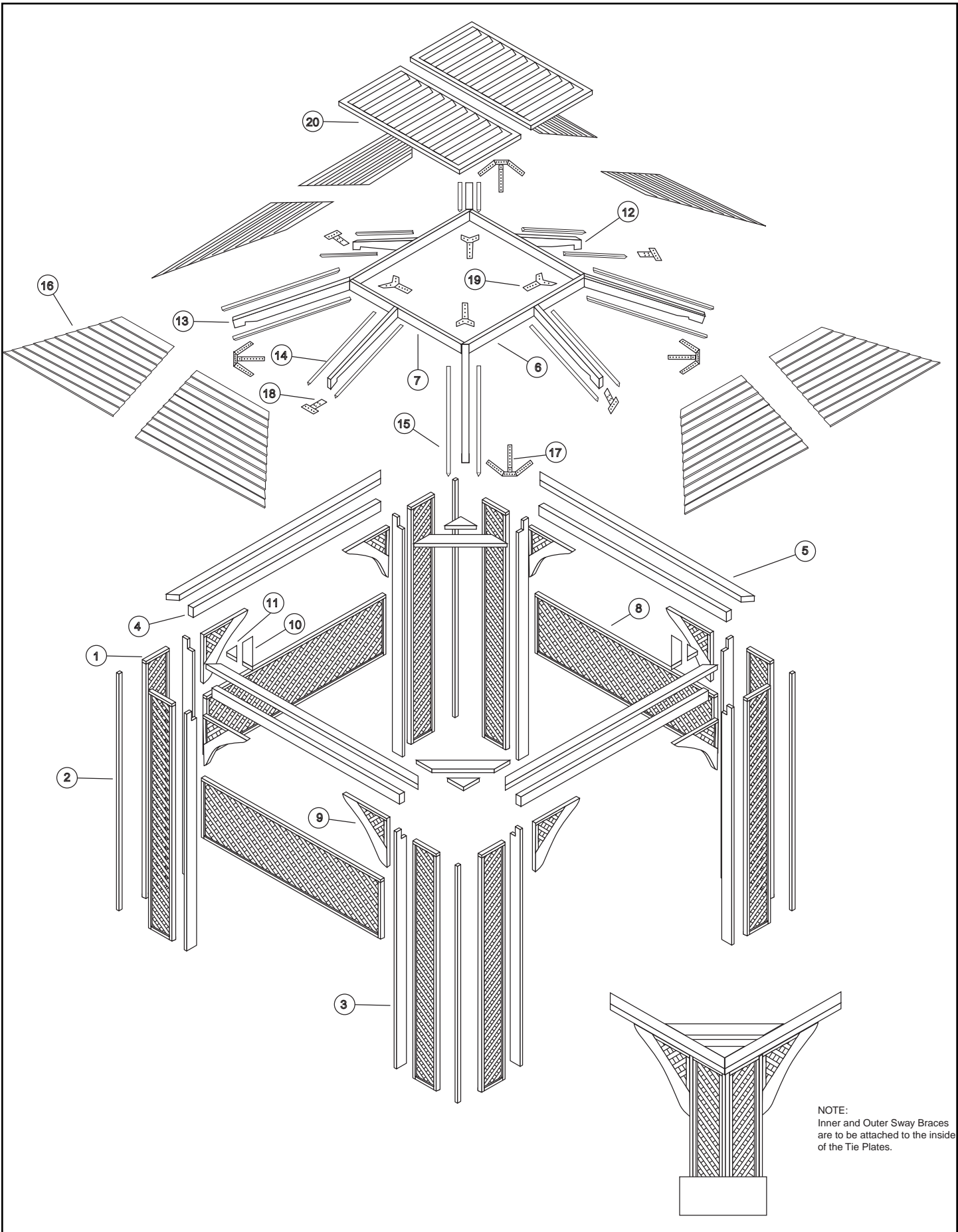
Throughout this manual **part names** appear in bold type for easy reference to the accompanying assembly diagrams. Part numbers are always given after the part name and are shown in **[brackets]**.

We have also included **Pro Tips** along the way that give you professional pointers on making the assembly and installation easier and cleaner.

### Tools, Space and Personnel Required for Assembly:

- Electric drill and 1/8" bit for pre-drilling holes for screws
- Extension cord for drill
- Phillips head screwdriver bit for drill
- Masking tape for pre-marking the roof box header
- Hammer
- Two 6" capacity "C" clamps (Quick-Grip)
- 25' tape measure
- Two sturdy step ladders
- One person to assemble parts
- One person to assist
- 10' x 10' flat space to lay out and assemble gazebo parts





NOTE:  
 Inner and Outer Sway Braces  
 are to be attached to the inside  
 of the Tie Plates.

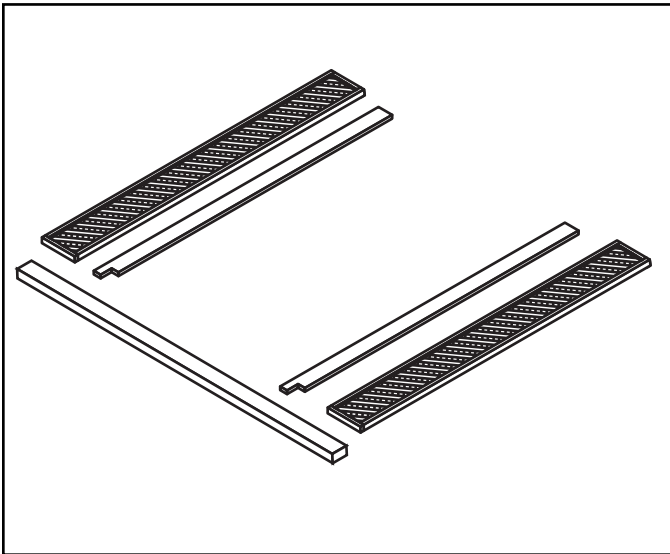
## Step 1

Before you start to assemble the gazebo, check the parts list below to make sure that you have all the necessary parts.

It is recommended that you pre-drill all screw holes to prevent wood splitting. Some parts are pre-drilled and will be noted as such in the assembly instructions. If you are missing a part identified in the list below, contact your Sundance dealer.

<b>WillowWood Gazebo Parts List</b>				
<b>Item</b>	<b>Qty.</b>	<b>Part No.</b>	<b>Description</b>	<b>Qty Packaged:</b>
1	8	--	Corner Lattice Panels	
2	4	--	Corner Uprights (2" x 2")	
3	8	--	Uprights (2" x 3")	
4	4	--	Headers (2" x 4")	
5	4	--	Tie Plates	
6	2	--	Roof Box Headers (45 °)	
7	2	--	Roof Box Headers (90 °)	
8	3	--	Lattice Privacy Panel	
9	8	--	Corbels	
10	4	--	Sway Braces (Outside)	
11	4	--	Sway Braces (Inside)	
12	4	--	Mid Rafters (47")	
13	4	--	Hip Rafters (50")	
14	8	--	Ridge Cap (Short)	
15	8	--	Ridge Cap (Long)	
16A	4	--	Roof Panels (Left)	
16B	4	--	Roof Panel (Right)	
17	4	6472-115	Corner Bracket (Mounts on Corners)	
18	4	6472-119	"T" Bracket (Mounts on Center Rafters)	
19	4	6472-116	"Y" Bracket (Mounts on Corner Rafters)	
20	2	--	Moon Lid Halves	
<b>Items Not Shown in Diagram (Left)</b>				
21	100	--	Screws 1-5/8" (For Roof & Ridge Caps)	
22	150	--	Screws, 2-1/2" (Yellow - For Panel Assemblies)	
23	200	--	Screws, 2-1/2" (Black - For Brackets)	
24	1	--	Instruction Packet (Not Shown)	
W/O#: _____				
Packaged by: _____				
Inspected by: _____				

Diagram 2



### Step 2

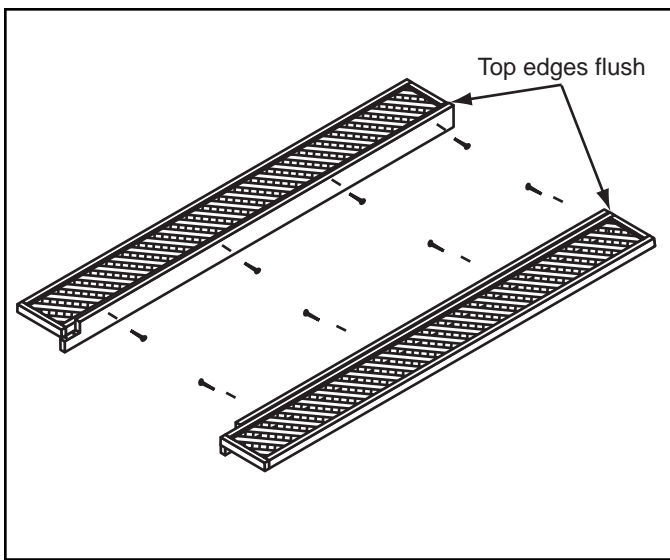
#### *Assemble the Wall Sections*

You will need a 10' x 10' clear, level assembly area.

Lay out the pieces of a single wall section as shown in Diagram 2.

A single wall section consists of: one **2"x4"x77-1/2" Header [4]**, two **Lattice Panels [1]**, and two **2"x3" Uprights [3]**.

Diagram 3



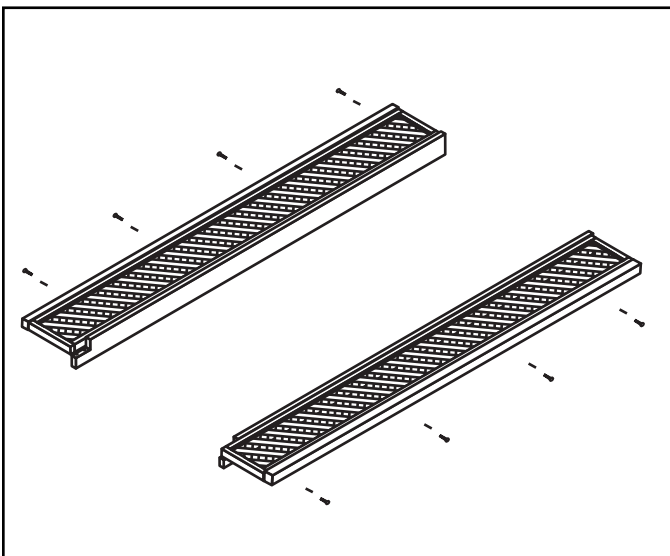
### Step 3

Position the 2" x 3" uprights on the inside edge of each lattice panel as shown in Diagram 3. The notches in the uprights should be face up.

Make sure that the top of the uprights are flush with the top of the lattice panels.

Attach the uprights to the panels with four 2-1/2" screws each as shown.

Diagram 4



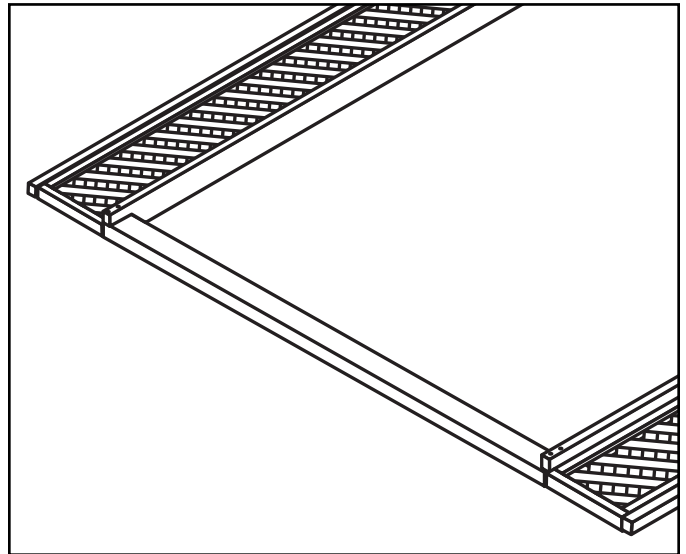
### Step 4

Choose four lattice panels with attached 2" x 3" uprights. Attach a **2"x2" Corner Upright [2]** to the outside edge of each lattice panel with four 2-1/2" screws as shown in Diagram 4.

### Step 5

Turn the lattice panels over and position them so that the uprights are facing each other with the notches down, resting on the 2"x 4" header as shown in Diagram 5.

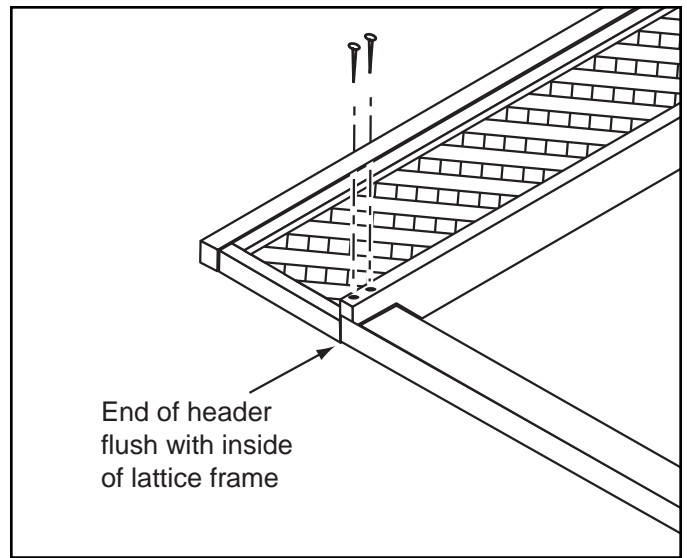
Diagram 5



### Step 6

Adjust the panel units so the end of the header is flush with the inside edge of the lattice panel frame as shown in Diagram 6. The header should fit snugly in the notches. Secure each lattice panel to the header with two 2-1/2" screws as shown.

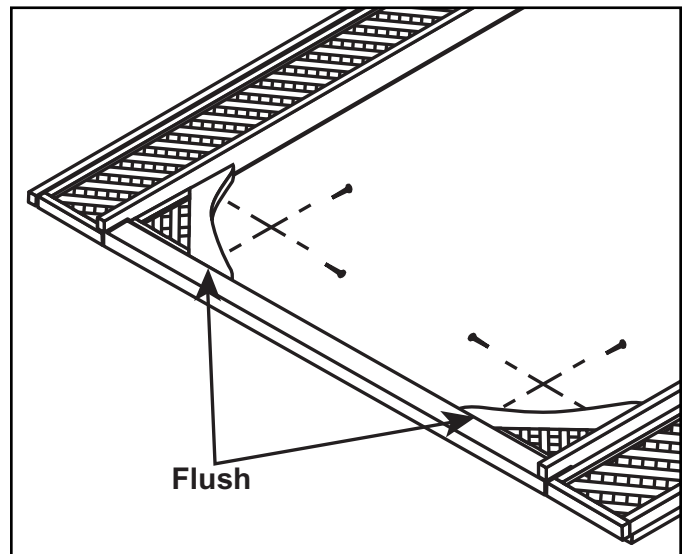
Diagram 6



### Step 7

Attach the **Corbels [9]** to the wall units with four 2-1/2" screws as shown in Diagram 7. Make sure the corbel is flush with the outside of the header. The corbels are pre-drilled for your convenience.

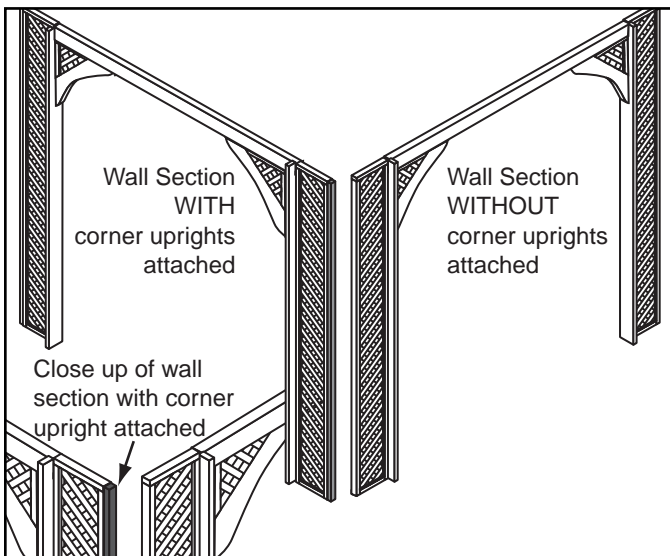
Diagram 7



Repeat Steps 2 through 6 with the remaining three wall sections.

**Pro Tip:** You will need an assistant for the following steps.

Diagram 8

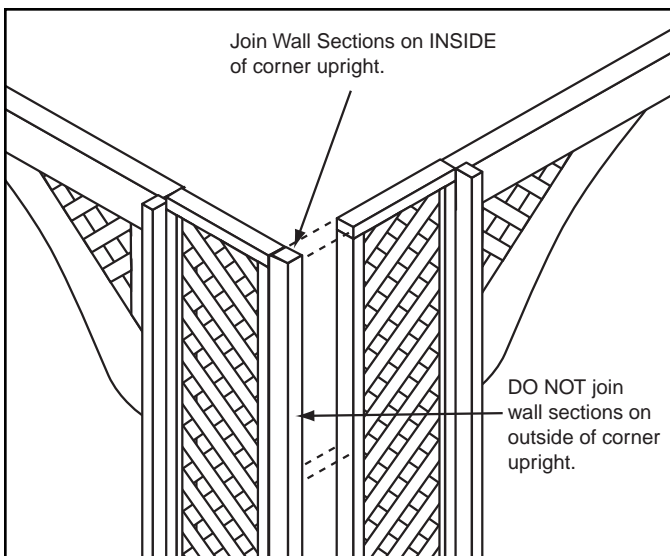


### Step 8

#### *Raise the Wall Sections*

Have your assistant raise one of the wall sections that has the corner uprights attached. Then raise one of the wall sections without a corner upright. The two wall sections should be positioned as shown in Diagram 8.

Diagram 9



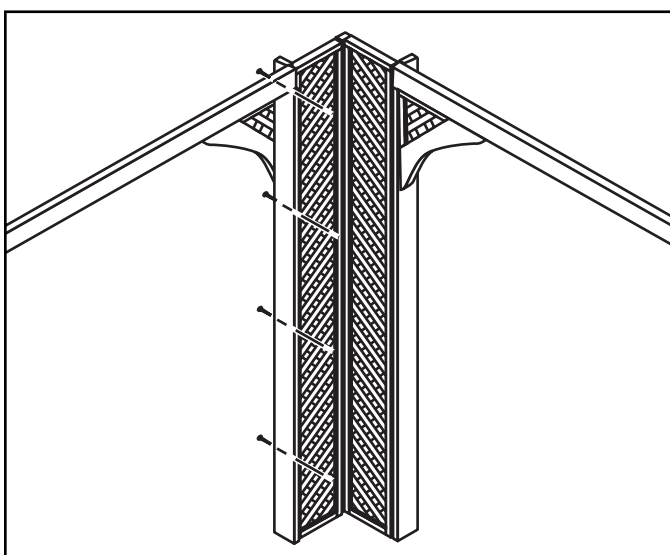
### Step 9

#### *Join the Wall Sections*

The Wall Section WITHOUT corner uprights must be attached to the INSIDE of the corner upright of the adjoining Wall Section as shown in Diagram 9.

**NOTE:** The rafter assembly will not fit on the wall assembly if the wall sections are not joined properly.

Diagram 10



### Step 10

Once the wall sections are properly positioned, have your assistant hold the sections in place. Join the wall sections by attaching the corner upright to the wall section with four 2-1/2" screws as shown in Diagram 10.

Repeat 9 and 10 for the two remaining wall sections.

## Step 11

### *Closing the Wall Sections*

Place the two completed wall sections opposite of each other as shown in Diagram 11.

Join the two wall sections as in Step 9, making sure to attach wall sections to the **INSIDE** of the corner upright of the adjoining wall. Attach the wall section with four 2-1/2" screws but **DO NOT** tighten the screws at this time.

**Pro Tip:** You will need an assistant for the next step.

## Step 12

### *Squaring the Gazebo Walls*

The completed wall assembly must be square for the roof assembly to fit properly. To check if the assembly is squared, measure diagonally between opposite corners as shown in Diagram 12. If the measurements are equal, the assembly is square. If the measurements are not equal, re-align the unsecured corners and measure again. When the walls are squared properly, then completely tighten all the screws in the corner uprights.

**Pro Tip:** Take your time on this step and do it right. The time you take to square the walls at this step will save you time and effort during roof assembly.

Diagram 11

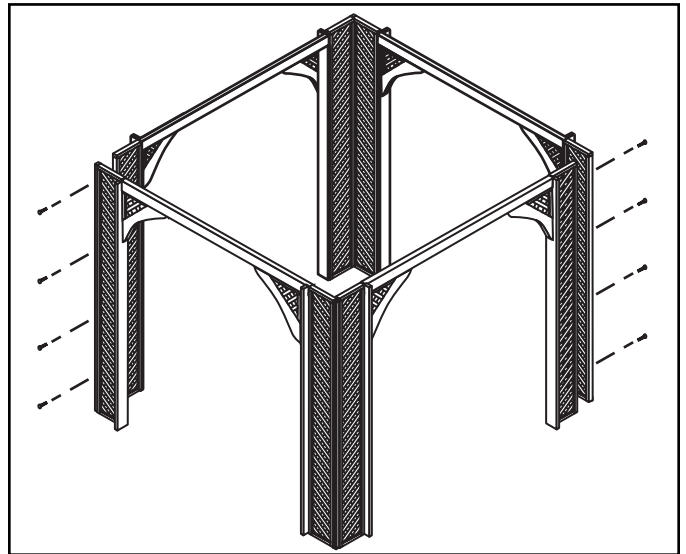


Diagram 12

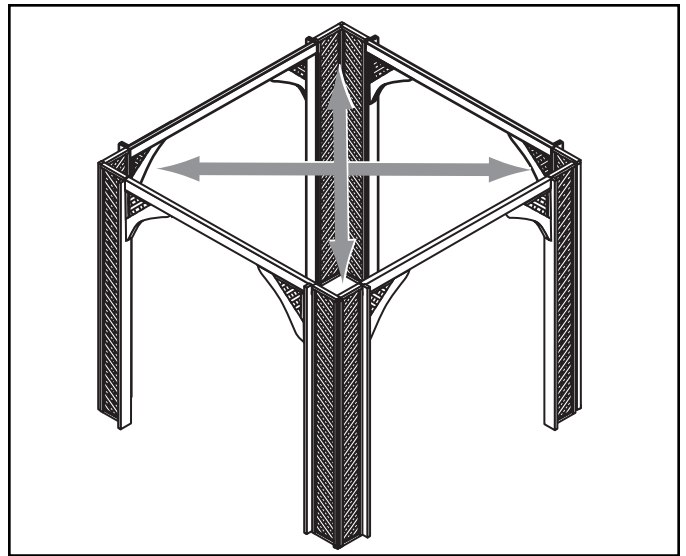




Diagram 13

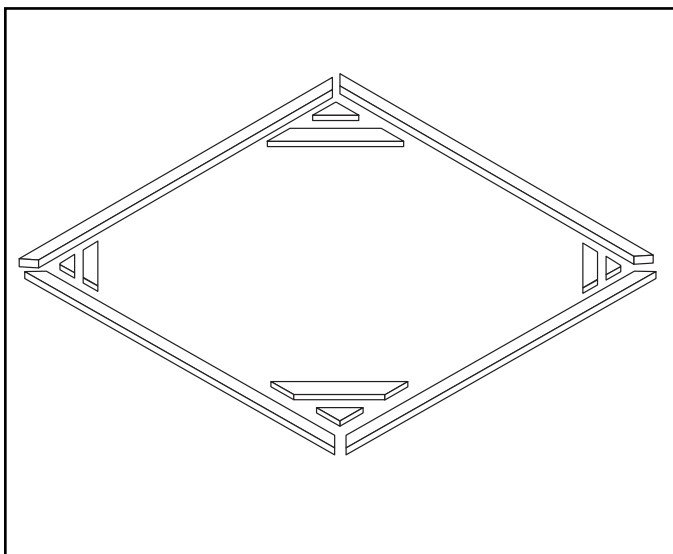


Diagram 14

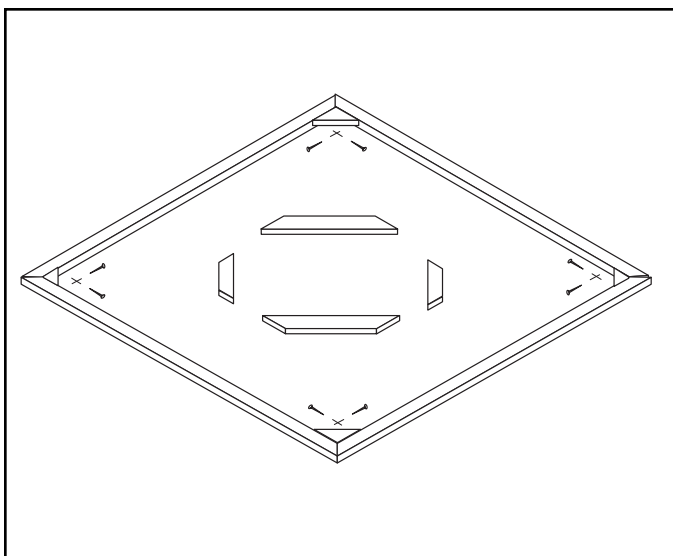
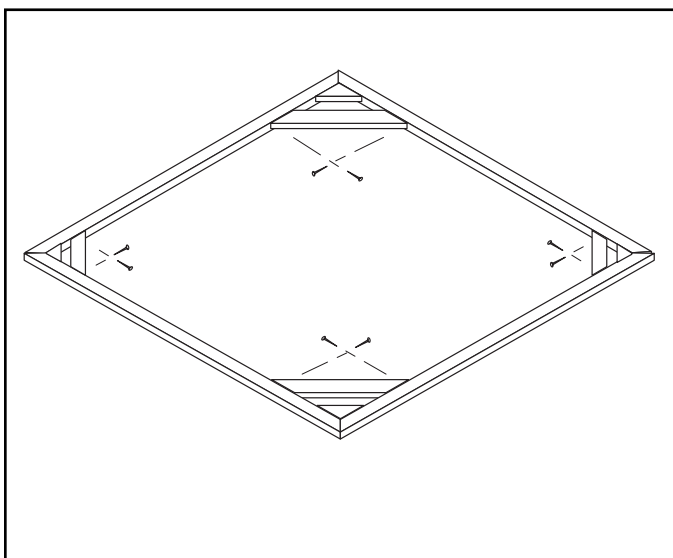


Diagram 15



### *Step 13*

Assemble the Tie Plates

Position the four **Tie Plates [5]** and eight **Sway Braces [10 & 11]** on the ground as shown in Diagram 13 with all pieces fitting together.

### *Step 14*

Attach the small sway brace to the Tie Plates using two 2-1/2" screws through the pre-drilled holes, as shown in Diagram 14.

### *Step 15*

Attach the large sway brace to the Tie Plates using two 2-1/2" screws through the pre-drilled holes, as shown in Diagram 15.

### Step 16

#### *Attach the Tie Plate Assembly to the Wall Assembly*

**NOTE:** You will need an assistant for this step.

Lift the completed tie plate assembly, and place it on top of the wall unit assembly, as shown in diagram 16. The tie plate assembly will overhang the wall assembly approximately 1/8". With this in mind, attach one corner of the tie plate assembly to the wall assembly using two 2-1/2" screws, allowing for the 1/8" overhang. Do not try to align or square anything at this time. That will be done in The next step.

### Step 17

*Align the tie plate assembly with the wall assembly.*

Move to the opposite corner from the one you just secured. Push or pull on the corner of the wall assembly as needed to align the corner with the tie plate assembly. Try to achieve 1/8" overhang. When the corner is aligned, secure it with two 2-1/2" screws as shown in Diagram 17. Move to the next corner and repeat the procedure until all four corners are secured.

Diagram 16

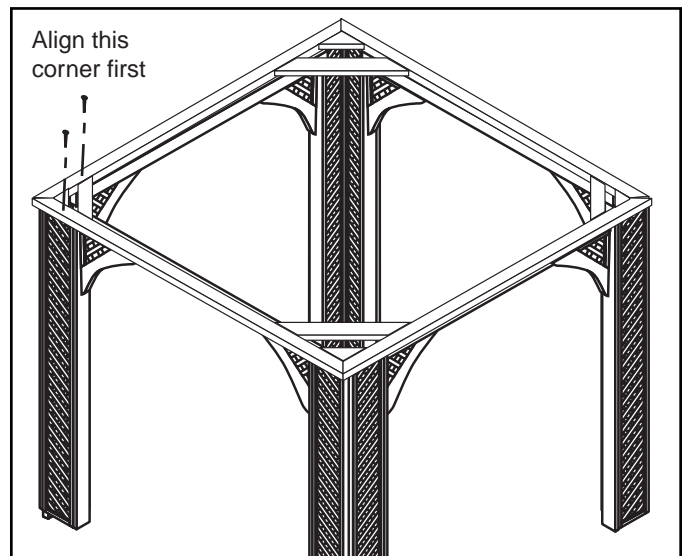


Diagram 17

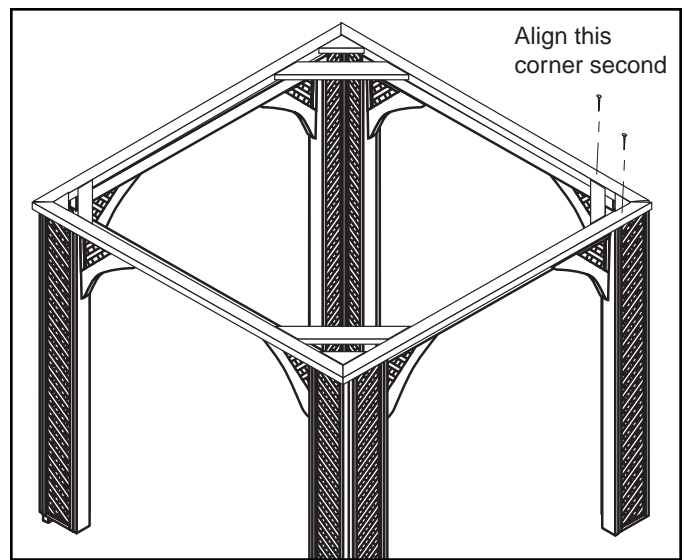
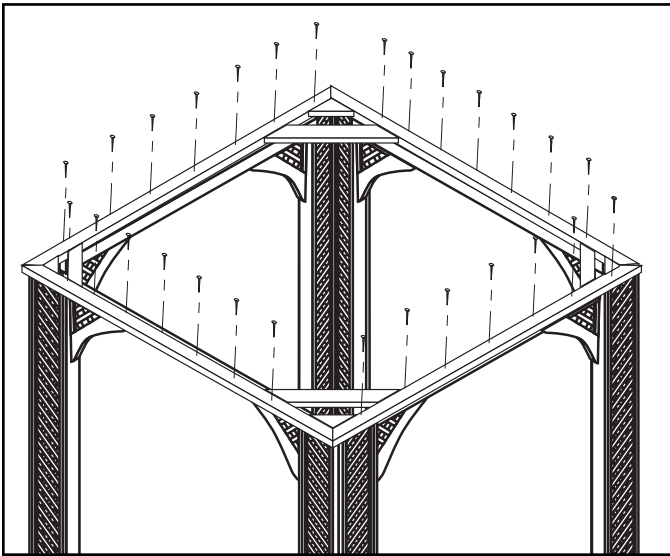


Diagram 18

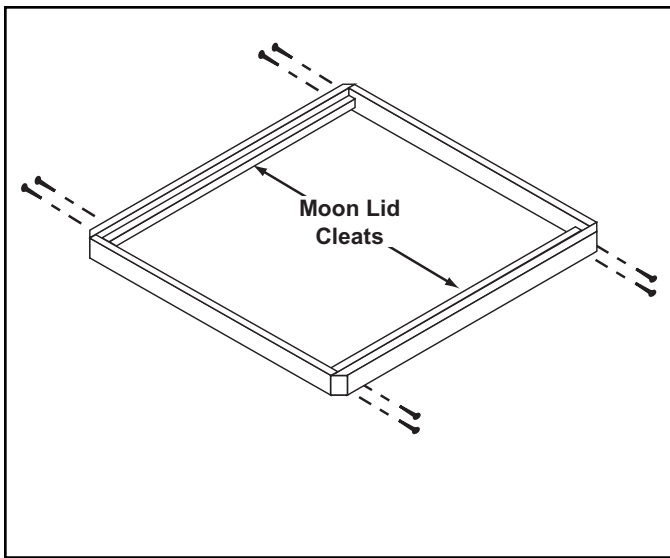


### Step 18

Attach the tie plate assembly to the wall assembly with 2-1/2" screws placed every 10 inches, as shown in Diagram 18. Make sure you check your alignment of the Tie Plate with the wall as you progress.

**Pro Tip** Do not attach mid rafters yet. That comes later.

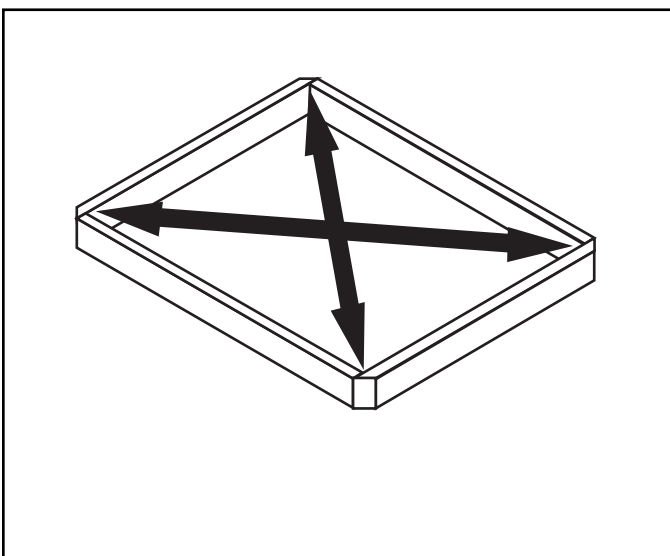
Diagram 19



### Step 19

Position the **Roof Box Headers, 45 degrees [6] and 90 degrees [7]** on a flat surface as shown in Diagram 19. Moon Lid cleats should be facing the inside of the box. Attach the roof box headers with two 2-1/2" screws at each corner as shown.

Diagram 20



### Step 20

Square the roof box assembly by measuring diagonally between opposite corners as shown in Diagram 20. If the measurements are equal, the roof box is square. If the measurements are not equal, re-align the roof box and measure again.

## Step 21

### Attaching the Hip Rafters

**Pro Tip:** Hip Rafters are 50" long, Mid Rafters are 47" long. To avoid mistakes, lay rafters out side by side and group by length prior to assembly.

Position the four **50" Hip Rafters [13]** at each corner of the roof box header assembly as shown in Diagram 21. Make sure the hip rafters are positioned with the cleats out and to the ground. See inset of Diagram 21. You are actually assembling the unit upside down.

**Pro Tip:** You will need an assistant for this next step.

## Step 22

Have an assistant hold a hip rafter in place while you align it flush with the upper edge of the roof box header assembly. Attach each hip rafter to the roof box with two 2-1/2" screws as shown in Diagram 22.

**Note:** You are working on the underside of the roof box header. Make sure the hip rafter is flush with the bottom of the roof box header.

**Pro Tip:** You will need an assistant for this next step.

Diagram 21

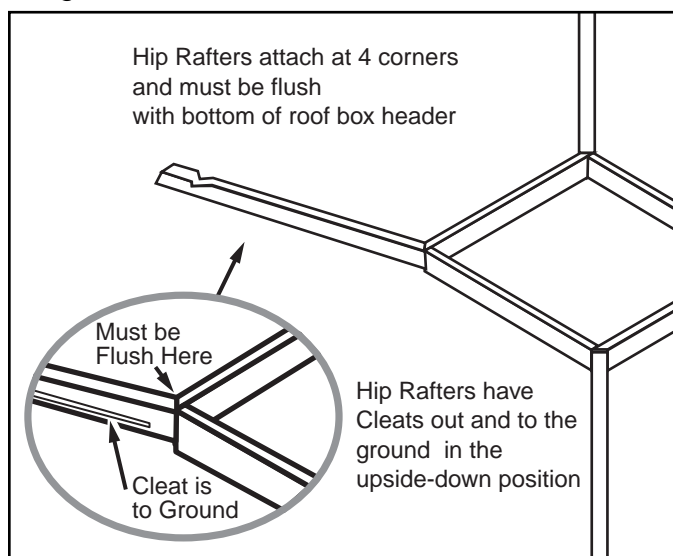


Diagram 22

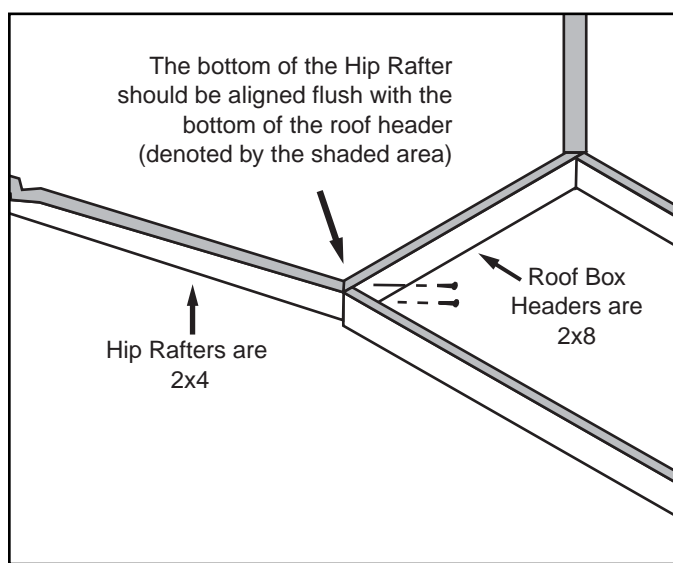
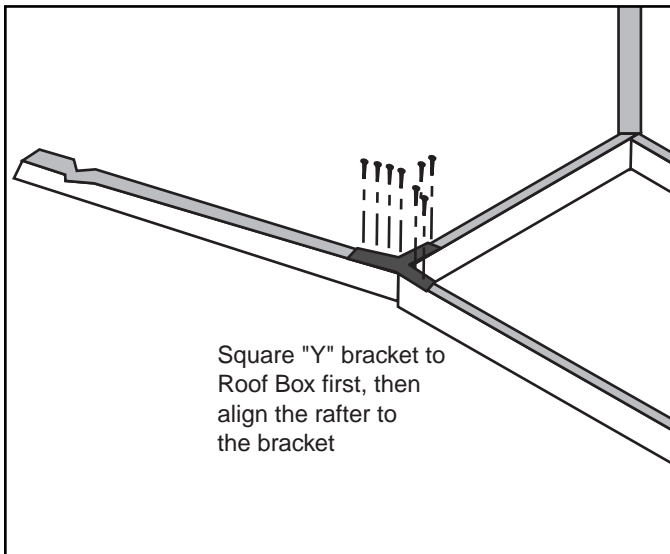


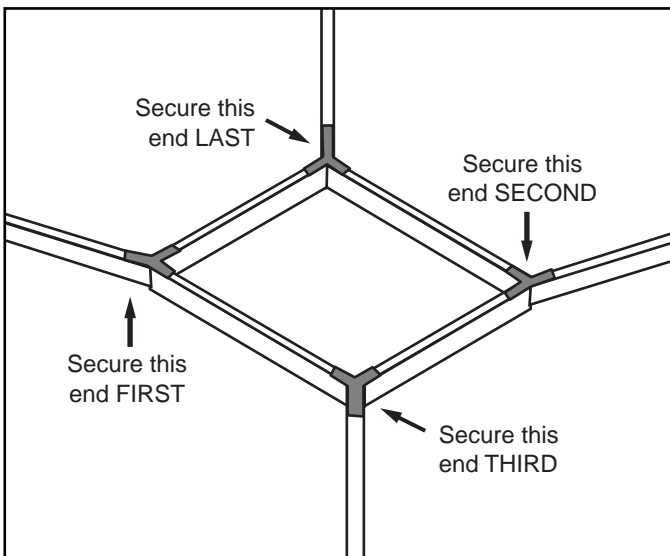
Diagram 23



### Step 23

Have an assistant hold the hip rafter in position. Place a **"Y" Bracket [19]** as shown in Diagram 23 and attach with 1-5/8" screws. The "Y" brackets are pre-drilled.

Diagram 24



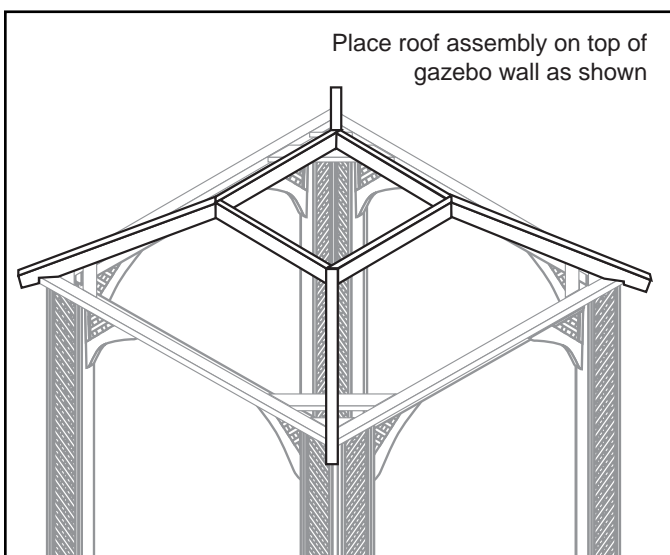
### Step 24

Repeat the procedure for attaching the "Y" brackets to the remaining three hip rafters. The completed "Y" brackets should appear as shown in Diagram 24.

**Pro Tip:** Do not attach the mid rafters yet. That comes later.

**Pro Tip:** You will need an assistant for this next step.

Diagram 25



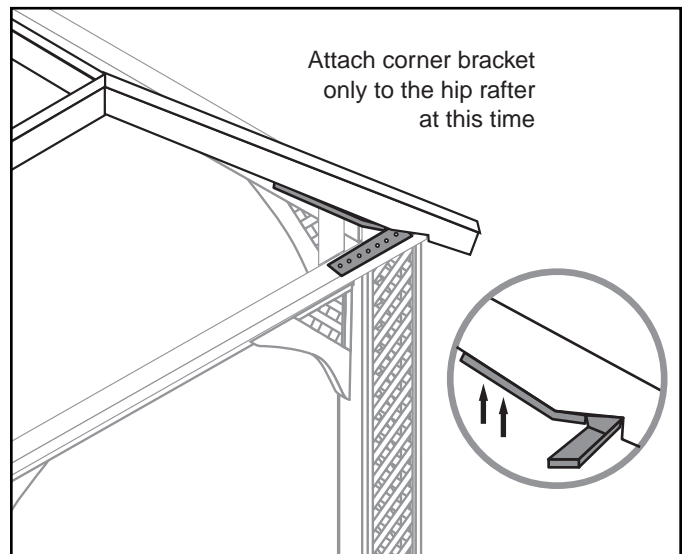
### Step 25

Position yourself and your assistant on opposite sides of the roof box/hip rafter assembly. Grasp the roof header box. Lift the assembly and carefully flip it over. Place the roof assembly on top of the gazebo wall as shown in Diagram 25.

### Step 26

Position a **Corner Bracket [17]** on the tie plate directly under one of the hip rafters as shown in Diagram 26. Attach the bracket only to the hip rafter for now. You'll attach the tie plate section later. It is best to work from the inside of the gazebo. The entire corner bracket is predrilled with 27 holes.

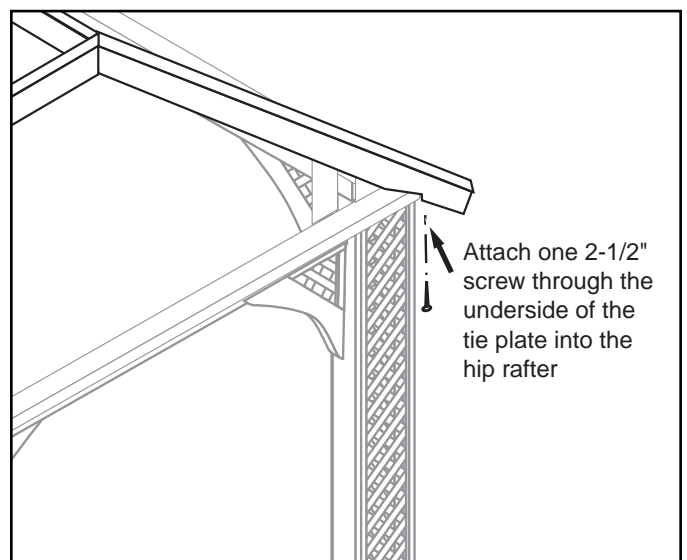
Diagram 26



### Step 27

Center each hip rafter on the corner seam of the tie plate as shown in Diagram 27. Attach the hip rafter to the tie plate with one 2-1/2" screw, as shown, for temporary alignment and safety.

Diagram 27



**Pro Tip - Safety Precaution:** Do not add any additional weight to the roof assembly at this point.

### Step 28

From the inside of the wall assembly, position the tongue portion of the corner bracket along the hip rafter. Slide the bracket until the rafter and the bracket's angled section touches and runs parallel to the hip rafter as shown in Diagram 28. Repeat for remaining three hip rafters. The mid-rafters will require "Tee" Brackets for support and they will attach later.

Diagram 28

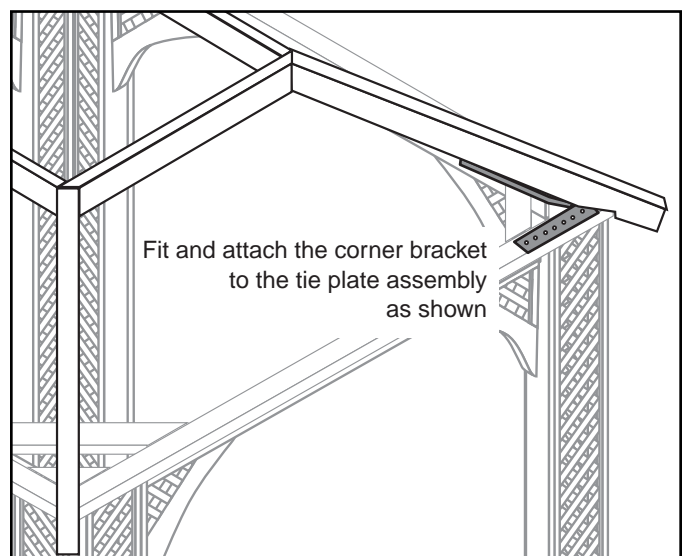


Diagram 29

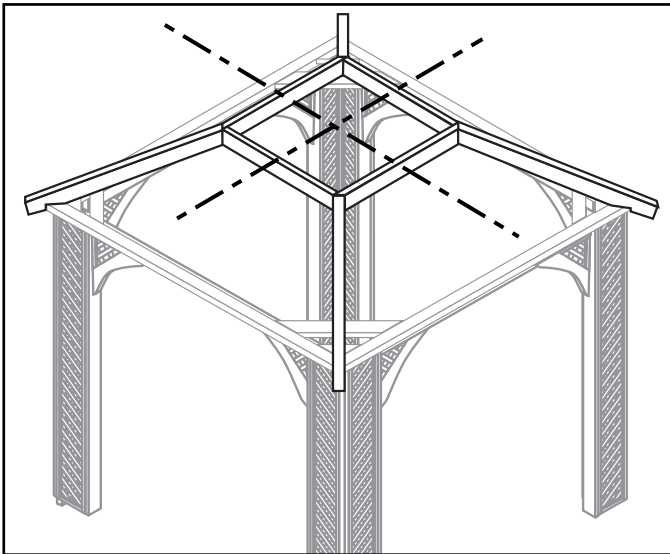
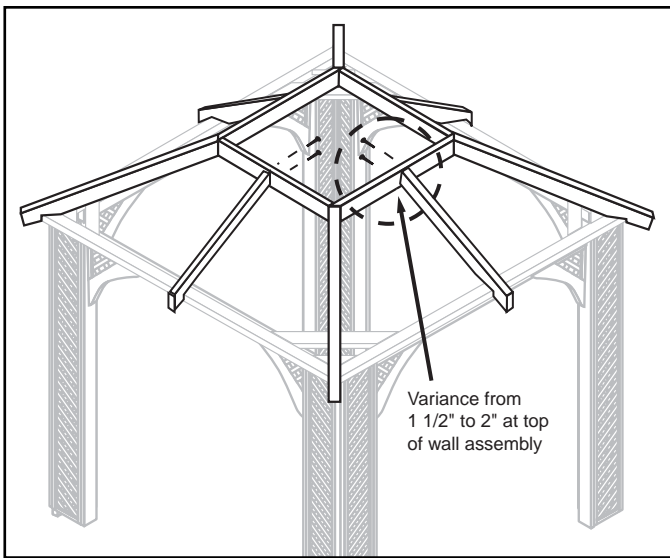


Diagram 30



### Step 29

Measure and mark the roof box header for the eight panels as shown in Diagram 29. The center point for marking all four headers is 25".

**Pro Tip:** make any marks on the top of the roof box header so they will not mar the finish on the completed gazebo.

**Pro Tip:** To fit the rafter notch squarely on top of the wall assembly, the rafter may be adjusted with up to 1/4" misalignment between the bottom of the rafter and the bottom of the roof box header.

### Step 30

Center a **Mid Rafter [12]** on the mark you made on the roof header box. The bottom of the mid rafter should be flush with the bottom of the roof header box and the pre-cut notch should fit squarely on the top of the wall assembly. Attach with one 2-1/2" screw for alignment and safety.

#### **Then:**

Attach the mid rafter to the roof header box with two 2-1/2" screws as shown in Diagram 30. Repeat for the remaining three mid rafters.

**Pro Tip:** Do not attach the **BOTTOM** of the mid rafter to the tie plate at this time.

## Step 31

### Attaching the Roof Panels

The rafter cleats are pre-attached to the roof rafters as shown in Diagram 31.

Place a **Roof Panel [16]** onto the rafter cleats as shown in Diagram 31. Slide the panel forward until it just touches the roof box header. Using too much pressure will cause the roof panel to buckle and rise up. Place one screw in the upper corner of the roof panel to secure it temporarily on the hip rafter side (long rafter). Do not fully attach roof panels at this time.

Align the top edge of the roof panel with the roof header box. Adjust the mid rafters if necessary to make the roof panel flush with the roof header box seam.

**Note:** If the roof panel is not square with the header and hip rafter, align the roof panel down the hip rafter with a 3/8" gap. Then attach it with three 1-5/8" screws. Now, push the opposite side until the top is aligned with the header. Place one 1-5/8" screw into the mid rafter. This will re-align the rafter system.

Diagram 31

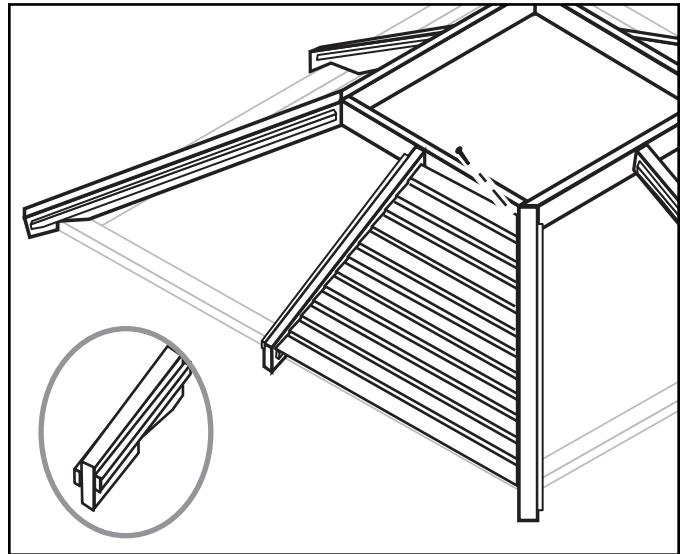




Diagram 32

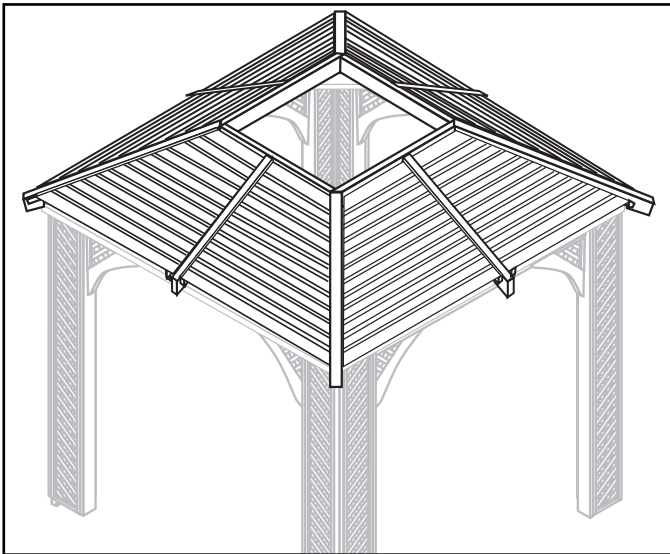


Diagram 33

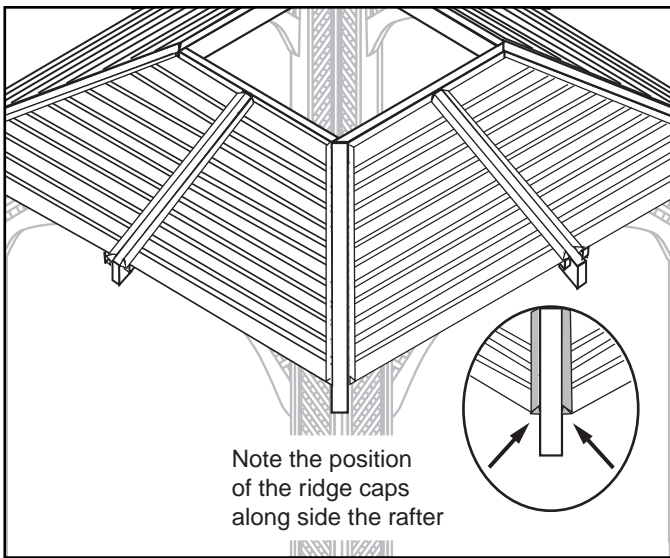
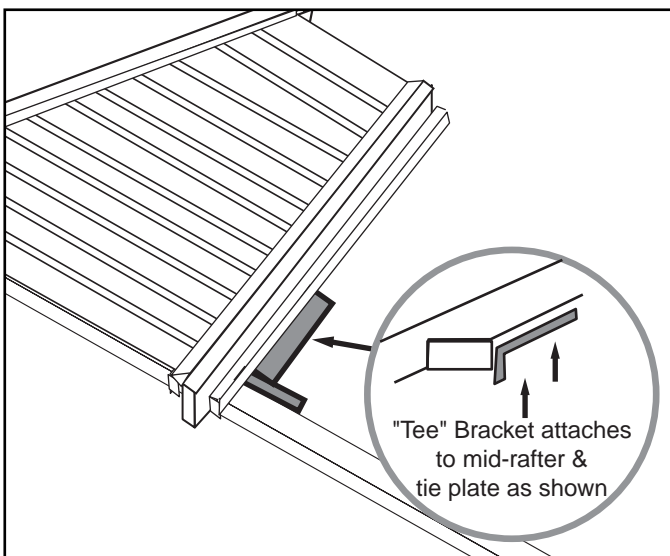


Diagram 34



### Step 32

Once the roof panel is aligned properly, attach it to the hip rafter with one 1-5/8" screw at the top and one at the bottom of the panel.

Next, align the mid rafter and also attach it with one 1-5/8" screw at the top and one at the bottom.

Do not fully secure the roof panels at this time. Align and attach the next roof panel. Continue until all roof panels are attached to the roof assembly as shown in Diagram 32. When all roof panels are attached, secure 1-5/8" screws in every third slat.

### Step 33

#### Attaching the Ridge Caps

Separate the short (for mid-rafters) and long (for hip-rafters) triangular **Ridge Caps [14 & 15]**. Begin with the mid rafters. Align a ridge cap next to the section of rafter that sits above the roof panel and attach to the rafter with 2-1/2" screws as shown in Diagram 33. Finish with the hip rafters in the same manner. The ridge caps are pre-drilled

### Step 34

#### Attach the "Tee" Brackets

Attach **"Tee" Brackets [18]** to the mid rafters as shown in Diagram 34. See the inset of Diagram 34 for exact placement. "Tee" brackets are pre-drilled and attach with eight 1-5/8" screws.

## Step 35

### *Moon Lid Placement*

The **Moon Lid [19]** has two options for installation:

#### *Option 1. Sliding Moon Lid*

Place one Moon Lid Panel inside the roof header box. The single Moon Lid Panel will slide back and forth in the roof header box. This will provide a moon lid that is partially open at all times as shown in Diagram 35.

#### *Option 2. Enclosed Moon Lid*

Place both Moon Lid Panels in the roof header box for a completely enclosed roof.

## Step 36

### *Attaching the Lattice Privacy Panels*

**Pro Tip:** You will need an assistant for this step.

Position a **Lattice Privacy Panel [8]** in the space between two lattices as shown in Diagram 36.

**Pro Tip:** For professional looking results, align the bottom of the privacy panel with the spa rail.

Attach the privacy panel to the 2x3 upright using two 2-1/2" screws. Attach the remaining two privacy panels in the same manner.

Diagram 35

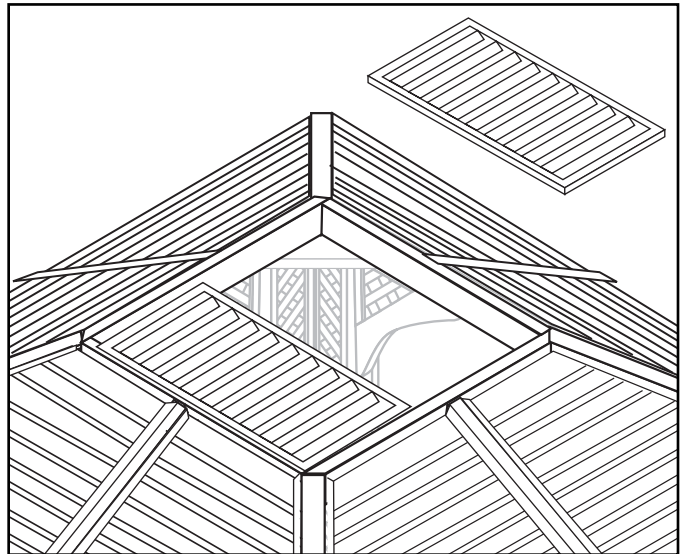
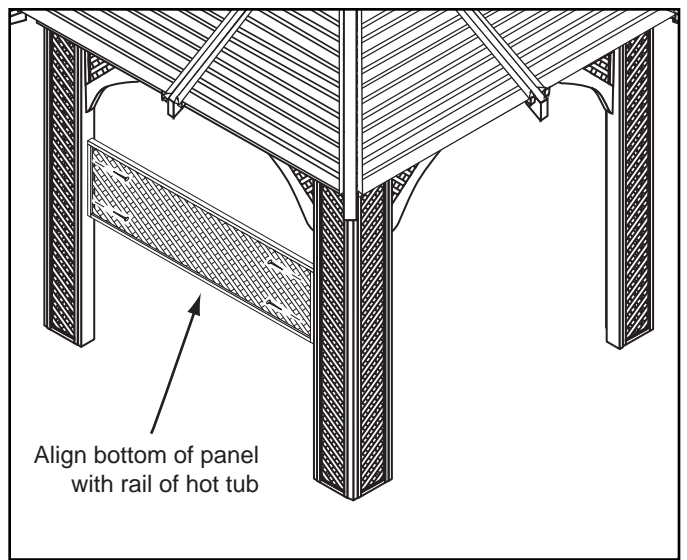


Diagram 36



## *Step 37*

### *Maintenance*

Consult your dealer for any special instructions based on local weather conditions, such as extreme UV (sun) exposure, extreme moisture, etc.

In general, wooden surfaces should be cleaned, lightly sanded and restained every six months. Metal roofs should be cleaned with water and a soft cloth only.

## Sundance Spas, Inc.

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Website: <http://www.sundancespas.com>